



Job Hazard Analysis

Marty White

February 11, 2008

LBNL Job Hazards Analysis

PUB-3000, Chapter 32

- JHA is a **work authorization** that describes
 - The tasks that comprise the work
 - The hazards associated with those tasks
 - The controls that mitigate the identified hazards
- Answers the request posed in the field:
“How do you know how to do your job safely?”
- Applies to all Work and all Workers at LBNL
- Addresses DOE orders and audit requirements

LBNL Job Hazards Analysis

PUB-3000, Chapter 32

- JHA Process

- Worker enters JHA software and generates Draft JHA through subscription to a Work Group and/or by answering questions
- Worker meets with Work Lead to review Draft JHA, make changes to reflect actual conditions or local requirements. Facilitator may assist
- Work Lead and Worker sign document (electronically)

Work Group JHA

- Possible Work Group Structures

- Administrative

- Individuals reporting through a similar supervisor or work lead
 - Research group (“Relativistic Nuclear Collisions”), support group (“88” Operations”)

- Functional

- Individuals doing similar work regardless of administrative reporting chain (“Programmer”, “Machinist”)
 - May result in an individual belonging to several groups depending on type of work performed
 - Master Functional JHAs can be cloned and used by others



Work Group Job Hazards Analyses

- Work Group JHAs provide
 - Consistent analysis of tasks, hazards and controls for individuals performing similar work
 - Preatalyzed work for new members of the Group
- Work Group Characteristics
 - Common administrative reporting or similar work processes
 - Similar tasks with similar hazards and controls

Immediate Action

Develop Group JHAs February-May

- JHQ and JHA will run simultaneously

Individual JHAs beginning approx June 1

- Mandated Goal is 75% of LBNL has JHAs by 9/30/2008

Summary



- Will replace Job Hazard Questionnaire
 - Similar, but will include questions about job hazards even if the hazards do not necessitate training course
- Many supervisors will work with Safety Coordinator and EHS to develop the hazard analysis within work groups
- All staff will need to do a JHA this year
 - Email will tell you when to take JHA